



## Commission On Aging

[www.co.monroe.mi.us/commonaging](http://www.co.monroe.mi.us/commonaging)

A Division of the Monroe County  
Community Planning & Engagement  
Department

965 South Raisinville Rd.  
Monroe, MI 48161

**734-240-3290**

Fax: 734-240-3286  
[mccoa@monroemi.org](mailto:mccoa@monroemi.org)

Jason Berry  
Director

Donald Spencer  
Chairman

Martin Kaufman  
Vice-Chairman

Mary Ann Wertenberger  
Secretary

Mary Gantzoz

Madonna Burkit

Cynthia McIlvain

Wayne Meehean

Paul Simonton

## Monroe County Commission on Aging Regular Board Meeting Minutes

January 8, 2025

### Commission on Aging Conference Room

Don Spencer called the meeting to order at 1:00 p.m.

**Members present** Don Spencer, Martin Kaufman, Madonna Burkit,  
Mary Ann Wertenberger, Paul Simonton,  
Cynthia McIlvain, Wayne Meehean, Mary Gantzoz

**Members excused:** Larry Gramlich

### Pledge of Allegiance

### Silent Prayer

### Review of Organizational Meeting Procedures – Jason Berry, Director

### Election of Chairperson: Don Spencer

#### Roll Call Vote Taken

Martin Kaufman - Yes

Wayne Meehean - Yes

Mary Ann Wertenberger - Yes

Madonna Burkit - Yes

Paul Simonton – Yes

Mary Gantzoz - Yes

Don Spencer - Yes

Cynthia McIlvain - Yes

**Motion Carried: Yes**

### Election of Vice Chairperson: Martin Kaufman

#### Roll Call Vote Taken

Martin Kaufman - Yes

Wayne Meehean - Yes

Mary Ann Wertenberger - Yes

Madonna Burkit - Yes

Paul Simonton – Yes

Mary Gantzoz - Yes

Don Spencer - Yes

Cynthia McIlvain - Yes

**Motion Carried: Yes**

### Election of Secretary: Mary Ann Wertenberger

#### Roll Call Vote Taken

Martin Kaufman - Yes

Wayne Meehean - Yes

Mary Ann Wertenberger - Yes

Mary Gantzoz - Yes

Don Spencer - Yes

Cynthia McIlvain - Yes



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Madonna Burkit - Yes

Paul Simonton – Yes

**Motion Carried: Yes**

### Approval of the Agenda:

Motion to approve the January 8, 2025 Regular Board Meeting Agenda as presented.

**Motion by: Wayne Meehan Supported by: Cynthia McIlvain**

**Motion carried.**

### Public Comment: Beth Berlin, Program Director - RSVP of Monroe County

New Senior Source and Family Guides 2025-2026 were distributed.

### Sandie Pierce, Executive Director - Monroe Center for Healthy Living

Summary Requests to Commission on Aging sheets were distributed.

### Special Presentations: None

### Consent Agenda:

- A. Approval of the Minutes of the December 11, 2024 Regular Meeting.
- B. Strategic Planning Committee notes of January 2, 2025.
- C. Finance Reports
- D. Correspondence – None.
- E. Formal Agency Reports – None

**Motion to approve by: Wayne Meehan Supported by: Mary Ann Wertenberger**  
**Motion Carried.**

### Directors' Report:

Jason Berry reported the following:

#### ➤ Common Measures Report

The December Common Measures Reports provide the Commission with the provider's Cumulative Units Reported vs. Maximum, Cumulative Unduplicated Clients Served vs. Anticipated, Actual Expenditures vs. Total Budget, Total Budget Cost per Unduplicated Client, and Actual Revenue vs. Budgeted Revenue.

#### ➤ COA Website Views

The monthly analytics snapshot shows how many hits the COA website received and the categories most visited. During December 2024 there were 564 total views. Transportation was the most viewed at 150.



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### ➤ Waitlist/Service Not Provided Summary

Mr. Berry reported that from November 25, 2024, through December 25, 2024, there was 1 ramp built. There are 30 seniors are on the Project Ramp waitlist.

**Old Business:** None.

### New Business

#### A. Monroe Center for Healthy Living Agency: Sandie Pierce

- a. Revised 2025 Budget: Line Item transfer, (No cost increase) 103,000 units, at a rate of \$4.50, totaling \$463,500.00.

**Motion to approve:** Mary Ann Wertenberger    **Supported by:** Mary Gantz

#### Roll Call Vote Taken

Martin Kaufman - Yes

Wayne Meehan - Yes

Mary Ann Wertenberger - Yes

Madonna Burkit - Yes

Paul Simonton – Yes

Cynthia McIlvain - Yes

Don Spencer - Yes

Mary Gantz - *Excused*

**Motion Carried.**

#### B. RSVP: Beth Berlin/Sandie Pierce

- a. Revised 2025 Budget: Line item transfer \$4,698.00, and cost increase \$8,460.00, totaling \$13,158.00.

**Motion tabled upon request for additional documentation.**

- b. Revised 2025 Budget: Unit rate adjustment, 57,000 units at a rate of \$1.63, totaling \$93,000.00

**Motion to approve unit rate increase:** Paul Simonton

**Supported by:** Martin Kaufman

#### Roll Call Vote Taken

Martin Kaufman - Yes

Wayne Meehan - Yes

Mary Ann Wertenberger - Yes

Madonna Burkit - Yes

Paul Simonton – Yes

Cynthia McIlvain - Yes

Don Spencer - Yes

Mary Gantz - *Excused*

**Motion Carried:**



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### C. MCOP Opportunity Center: Stephanie Kasprzak

- a. Revised Budget/Cost Share Membership – 13,000 units at a rate of \$9.00 per unit equaling \$117,000.00

Motion tabled upon request for additional information.

### Commission Members Comments:

Paul Simonton: Welcome Madonna Burkit.

Cynthia McIlvain: Happy New Year

### Adjournment:

**Motion by:** Wayne Meehan

**Supported by:** Cynthia McIlvain

**Motion Carried.**

The meeting was adjourned at 2:31 p.m.

**The next Regular Board meeting takes place on Wednesday, February 12, 2025 at 1:00 p.m. at the Monroe County Commission on Aging, 965 South Raisinville Road, Monroe, MI 48161.**

**Ramona Hall, Recording Secretary**